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Office Memorandum • UNITED STATES GOVERNMENT

TO : Acting Director of Training

DATE: 5 February 1959

FROM : Registrar/TR

25 YEAR RE-REVIEW

SUBJECT: Weekly Activity Report No. 5
28 January - 3 February 1959I. SIGNIFICANT ITEMS:

None

II. OTHER ITEMS:

1. There have been a number of accomplishments in the past week. Some of these reflect a long "in-process" stage, and we are happy to report them as accomplished.

a. For the first time, we have had an employee sign an agreement to continue employment with CIA for external training received, thus implementing the intent of the Government Employees Training Act. The employee is [redacted] Security, approved for [redacted] at Sanz, approximate cost \$1,600. [redacted] willingly signed before we had opportunity to coordinate the agreement form with OGC. However, the signed agreement is identical in form with that used by NSA.

b. An initial draft of a revised regulation on external training was completed by [redacted] to reflect the new Training Act. After one revision, we'll be ready to start coordinating.

c. The IBM record of internal training, corrected through 1957 after much overtime labor, was returned to Machine Records for final printing!

d. Code cards, lack of which has temporarily delayed our 1958 records, arrived from the IBM factory.

2. The final administrative and security Headquarters briefing was held on 3 February for students scheduled to begin the Operations course at [redacted] beginning 9 February. This briefing was conducted by the Chief, Processing Branch. A question and answer period ensued with representatives from [redacted] Division and Office of Security serving as panelists. There was little duplication of coverage.

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3. The Agency has received a quota of six spaces for the [] Indoctrination Course scheduled to be held at [] 4 - 19 March 1959. More information will be forthcoming in the next weekly report.

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4. [] has been negotiating with the secretaries of Colonel White and Mr. [] to complete by 6 February administrative arrangements for the Advanced Management Program at Harvard. The course is scheduled to begin on 19 February, but both men plan to report to the University on or about 16 February. Colonel White's open identification with CIA may tend to give more credence to the "U. S. Government" tag associated with Pat. We are asking [] to report on this situation after the session.

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5. For the 5% Report of Training during December 1958, representatives of the Schools were contacted on their new instructors who had received on-the-job training during this period of the Report. Eight new instructors for a total of 366 hours went into the Report.

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6. As a starter on Mr. [] report on DD/S headquarters personnel in language training, 1958, [] prepared a list of names of persons who had, at sometime during this year, been in internal, external or voluntary training.

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7. As part of the preparation for a Language Development meeting scheduled 12 February, [] researched summaries of the meetings and other reports in order to pull together some recommendations that will help to restrict the apparent liberal aspects of the Agency's language regulation. These will be discussed by R/TR and ADTR before they are given to the Committee members to review before the meeting.

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8. During the week 28 January - 3 February 1959, there were 1094 persons enrolled in OTR conducted training. The breakdown for enrollment is as follows:

178 enrolled in 30 classes (10 languages) before hours
142 enrolled in 28 classes (11 languages) after hours
255 enrolled in 41 classes (15 languages) during hours
134 enrolled in 8 Operations School courses
232 enrolled in 11 Intelligence School courses
75 enrolled in 4 SIC courses
58 enrolled in the JOT Program
12 Dependents
8 from other Government agencies

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